

ANNEX E

EVACUATION

A. PURPOSE

1. Evacuation of individuals may be required in a variety of circumstances. The evacuation may be in advance of an expected occurrence when there is adequate warning such as a slowly developing flood. On the other hand, evacuation of an area may be required after an occurrence such as a flash flood, an industrial or transportation incident or accident involving the release of hazardous materials, or certain conflagrations including some forest fires. Other variables in an evacuation operation include the area to be evacuated, time and distance required to insure safety, and transportation to mass care facilities in the safe area.
2. This annex addresses functional responsibilities and tasks applicable in all evacuations without attempting to detail the procedures for each and every situation that may call for evacuation. It is applicable anywhere in the State.

B. CONCEPT OF OPERATIONS

1. Primary responsibility for evacuation lies within the senior executive officer of the political subdivision of the State that has an established emergency services organization and program, as enumerated in West Virginia Code, Chapter 15, Article 5, Section 8.
2. Local hazard analysis identifies possible evacuation areas. Such areas include:
 - a. Low-lying communities subject to river flooding;
 - b. Inhabited areas downstream from mountain streams with a potential for flash flooding or below dams;
 - c. Inhabited areas near industrial sites that use hazardous materials;
 - d. Inhabited areas near nuclear power plants;
 - e. Inhabited areas adjacent to main line rail lines and major highways.
3. Shelter facilities are surveyed for suitability and designated in advance for possible use where significant threat exists. Standing procedures for activation of shelters on short notice will be established.

4. Evacuation operations involve the following:
 - a. Warning - Decisions and public information
 - b. Movement - Transportation, traffic control and area security
 - c. Mass Care - Shelter, feeding and medical attention
 - d. Reentry - Damage assessment and decision
5. Evacuations are precautionary, immediate or voluntary.
 - a. Precautionary - Sufficient warning time is available and/or the threat is only possible.
 - b. Immediate - There is little or no warning and the threat is immediate.
 - c. Voluntary – Individuals on their own may take the necessary steps to leave a potential disaster area.
6. Decisions to evacuate areas:
 - a. Precautionary evacuations are directed on authority of the senior elected official (or designee(s) cited in the emergency operations plan) of the Local political subdivision. (Reference Paragraph 1 above.)
 - b. Based on severity of threat to human life, immediate evacuation may be initiated by any duly recognized emergency response force (police, fire, emergency services, etc.). However, the conduct of operations for the overall complete evacuation process (Warning, Movement, Mass Care, and Reentry) remains with the appropriate political subdivision. (Reference Paragraph 1 above.)
 - c. The Governor may also order the evacuation of an area. (WV Code, 15-5-6).
7. All decisions to evacuate are immediately made known to:
 - a. The senior elected official of the jurisdiction;
 - b. The County Emergency Services Director;
 - c. The West Virginia Office of Emergency Services;

- d. West Virginia National Guard
 - e. Local WV State Police Detachment;
 - f. Local law enforcement;
 - g. Local volunteer relief agencies, such as American Red Cross.
8. Instructions to the public are disseminated by the most rapid and effective means including radio and television, loudspeaker equipped vehicles and door-to-door notification and approved outdoor warning sirens.
9. Instructions to the public include:
- a. Area to be evacuated and perimeter or boundary lines;
 - b. Time available to effect the evacuation;
 - c. Mass care center(s) locations;
 - d. Transportation and travel directions;
 - e. Estimated duration of the evacuation;
 - f. Other necessary data such as:
 - (1) What individuals are to bring with them;
 - (2) Instructions on pets, etc.;
 - (3) Turning off lights, utilities, etc.;
 - (4) Prescriptions/medicines, etc.
10. Transportation will be provided for those individuals without their own means.
11. Security of the evacuated area is provided by patrols where feasible, and/or perimeter security to control ingress of the affected area.
12. Decision to reenter an evacuated area is made following a damage assessment and/or determination that the danger no longer exists. Such decision is made by the Emergency Services Director of the jurisdiction involved.
13. Instructions for reentry will be provided.
14. Law enforcement personnel will control traffic on all highways, evacuate all areas and facilities, and provide security for the affected areas.

C. TASK ASSIGNMENTS

State

1. Office of Emergency Services
 - (a) Inform the Governor and appropriate State agencies/departments of the situation and requirements for assistance from those agencies/departments.
 - (b) Provide overall coordination of State actions during evacuation operations.
2. West Virginia State Police
 - (a) Provide traffic control.
 - (b) Assist local law enforcement personnel with direction and control of evacuation operations when local resources are insufficient.
 - (c) Originate requests for additional State or Federal law enforcement through the State Emergency Services Office.
3. Other State agencies/departments provide technical assistance as appropriate and respond to requests for other assistance made through the Office of Emergency Services.

D. AUTHORITIES AND REFERENCES

West Virginia Code, Chapter 15, Article 5, Emergency Services, as amended